

Property Committee Meeting Minutes

September 14, 2011, 9:00 a.m.

Room A160

The meeting was called to order by Chairman Renner at 9:00 a.m. The meeting was properly announced. Present: Renner, Allen, Djumadi, Kotlowski. Excused, Miller. Also present: Sebastiani, Gordon, Price, Scott Thurber, Grosshuesch, Gadow, Hamman, Phillippi and McGhee.

Motioned by Kotlowski/Allen to approve the agenda. Motion carried by unanimous voice vote.

Work progressing on ADRC room offices 212, 213, 214, additional work with change order #3. Ceiling grills (HVAC 214) foam adhered to top of dry wall, sprayed foam. There is no date on the lighting. They have also been working on rooms 138, 139, 140, 141, public records room, the 2nd coat of drywall mud was applied, electric has been roughed in, but it will be a week or so to finish up.

The shingles were not all of the same lot numbers, shingles on the building are different colors. The committee was trying to decide what direction to move towards. Allen reported when standing North looking South the shingles are different, it was determined that three different lot numbers were delivered. Altmann contacted Menards and told them there were issues with the shingles, however; Altmann does not think Menards is going to do anything about it. The committee would like compensation either in the form of a refund or replacement of the singles at no cost.

Work on the two vestibules has occurred. They will begin to work on the sidewalks today.

McGhee had forwarded Gordon information on the computer room. Discussion regarding the required heat dissipation took place along with operating temperatures and relative humidity. McGhee said that heat load and hot spots are a concern. Gordon sent the mechanical engineer information last night. Gordon explained what was scheduled in the plan was an existing equal access system with exhaust is adequate for the existing server. A grill went with exhaust system and is currently in the plan.

Otherwise the system would have to be a split system just dedicated to that room. Gordon indicated it would cost a, few thousand dollars.

The committee wanted an accounting on the amount of change orders and where they were with finances. Gordon indicated there were a total of 9 changes, one was the damage from vehicle incident, another related to grant dollars. Grant money and insurance money equal \$11,984.94. There were a couple of upgrades, 5 formal change orders, on being the roof curbs and insulation, then there was the lateral bracing issue.

The committee expressed their concerns of a project overrun. Djumadi believes the key to the project is the roofs.

The roof curbs were an option not a requirement. There was discussion related to items not being included in the initial specs. Who should be paying the over run. Gordon referenced a betterment clause, should be paying for it if you are getting it.

There were additional concerns regarding the services provided by Ayres. Phillippi referenced the contract signed by Petkovsek. Indicating there was specific language within it identifying the six site visits at appropriate times during the construction and the final site visit. Gordon is not a project manager and Petkovsek did not sign a contract for one.

Opened the roof and insulated. More discussion took place regarding key card system, computer data closet and wiring. McGhee questioned the key card system and reasoning of two different vendors.

Gadow, Electrical Contractor, explained that conduit was installed but there was no wiring in the plans. It would be assumed that the MIS would drop the wires or the owner would take care of this. There needs to be training when it is installed to run it off the PC, tech support was questioned, as well as maintenance. Is there a list of items to look at?

Larson present at 9:35 a.m.

McGhee referred to a quote from Five Start Telecom in the amount of \$5,775.17 non of which is included in the project, this would be the cost for dropping data lines, training and a warranty.

Price, referenced the initial space needs study which showed a cost of \$1,000,000.

Allen wants everything listed by the next meeting from Gordon on paper.

Gordon indicated he will write a narrative on the project progress. He will do a site visit (walk through) at no cost he will write a summarization of the work before next meeting and will also attend the meeting.

Gordon had a change order for \$2745.51, however; it was not finalized. This work order was for casework, door changes, a landing pad. Gordon will complete and submit at a later date.

Property meeting will be changed from October 11, to October 14 at 8:30 a.m.

It was determined that a second meeting needed to take place to discuss change order requests, insurance dollars, grant money and where the project is financially.

Motioned by Allen/Kotlowski to adjourn at 11:30 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi
Recording Secretary